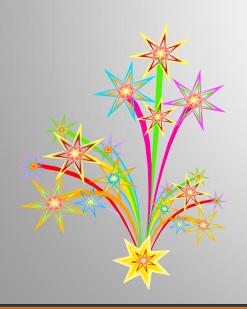
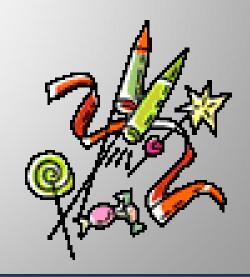




Consumer Fireworks Sales Report and Safety Fee Payment Process







 This tutorial focuses specifically on the required sales reporting and payment of fire safety fees. If you have questions regarding other Fireworks issues, please refer to the other presentations on our webpage (www.michigan.gov/bfs), email us at fireworks@michigan.gov, or call 517-373-7441.

 Due to the high volume of phone calls, emailing is recommended to get a quick response.





PA 256 Section 28.458

- (4) A person that knows or should know that he or she is required to comply with the requirements of subsection (2) but fails to collect or remit a fireworks safety fee as required under this section is guilty of a misdemeanor punishable by a fine as follows:
- (a) For a first violation of this subsection, not more than \$10,000.00.
- (b) For a second violation of this subsection, not more than \$20,000.00.
- (c) For a third or subsequent violation of this subsection, not more than \$40,000.00.





PA 256 Section 28.460

(3) A retailer or person shall remit the fireworks safety fees no later than 20 days after the end of each preceding month. A retailer or person that operates 25 or more retail locations in this state that are permanent building or structures may remit the fireworks safety fees in an aggregate filing under 1 common identification number as determined by the department.





 To start the process you will log into your Fireworks Account. In the Fire Services section click on the "Create/Amend an Application/Record" link.

Hom	e BCC Li	censes E	BCC Permits Pla	n Review	Fire Services	Complaints	
Crea	Create/Amend an Application/Record Search Applications						
	ords ing 1-10 of 68	Download res	ults Add to collection	Add to cart			
	Date	Record Number	Record Type	Description	Project Name	Expiration Date	Status
			^				



STATE FIRE MARSHALL

After reading the information in "LARA Systems Use Notification" area you will have to put a check mark in the box to accept the terms.

Home BCC Licenses BCC Permits Plan Review

Fire Services Complaints

Create/Amend an Application/Record Search Applications

Online Application

Welcome to LARA's Online Permitting System. Using this system you can submit and update information, pay fees, track the status of your application, and print your final record all from the convenience of your home or office, 24 hours a day.

Please "Allow Pop-ups from This Site" before proceeding. You must accept the General Disclaimer below before beginning your application.

LARA Systems Use Notification



The Michigan Department of Licensing and Regulatory Affairs(LARA) computer information systems are the property of the State Of Michigan and subject to state and federal laws, rules and regulations. The systems are intended for use only by authorized persons and only for official state business.

Systems users are prohibited from using any assigned or entrusted access control mechanisms for any purposes other than those required to perform

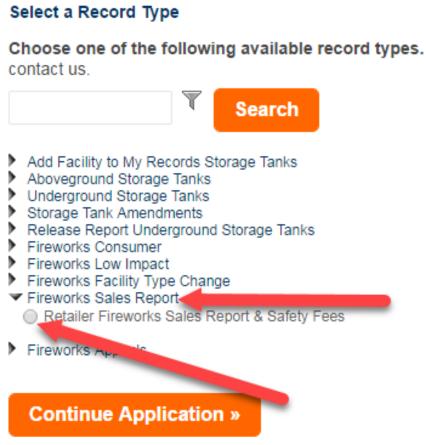


Continue Application »



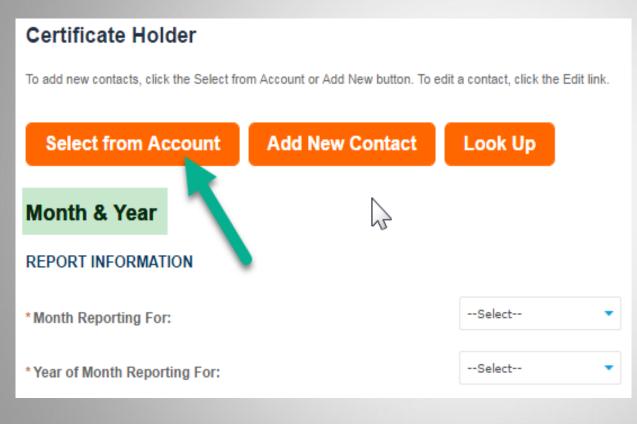


- This screen you will select the Record Type.
- First click on "Fireworks Sales Report".
- Then "Retailer Fireworks Sales Report and Safety Fees"
- Click "Continue Application" to advance to the next screen.









On this screen you are going to use the **Contact Information** previously added to your account. If you have added multiple contacts to your account please make sure you are using the Certificate Owner information.





Certificate Holder					
To add new contacts, click the Select from Account or Add New button. To edit a contact, click the Edit link.					
Select from Account	Add New Contact	Look Up			
Month & Year					
REPORT INFORMATION					
*Month Reporting For:		Select ▼			
* Year of Month Reporting For:		Select ▼			

Here you will enter the month and year you are reporting. While you can enter multiple Certificate numbers (next screen) you can only report one time period at a time (month and year).





The next screen will allow you to include those Certificates and Low Impact Registrations that you will be reporting for the month and year that you indicated on the first screen.

You will begin with
"Add a Row". Choose
how many rows you
need depending on
how many certificates
you will be reporting.

Retailer Fireworks Sales Report & Safety Fees									
1 Step 1 2 Review				3 Pay Fees	4 Record Issuance				
	Step 1: Step 1 > Page 2 *indicates a required field Sales Entry Table						uired field.		
SALES REP	SALES REPORT INFORMATION								
Showing 0-0	of 0								
Date Reported	Sales Month Reporting	Certificate Year	Certificate # or Registration #	Is this a permanent structure?	Certificate/Registration Type	Street Address City & Zip of the Retail Location	Sales Amount Reported	Gross Safety Fee	Discoi
No records fo	No records found.								
4									•
Add a Row	Edi	t Selected	Delete Sele	ected					
Continue	e Applicat	ion »					Save and	resume	later



Discount:

needed.

This screen will collect information associated with those Certificates and Registrations that you will be reporting sales for and paying any subsequent fire safety fees. The next slides will show how to enter the information

STREAM OF FIRE SA

SALES REPORT INFORMATION Date Reported: Sales Month Reporting: Certificate Year: --Select----Select-- Certificate # or Registration #: (?) Is this a permanent structure?: (?) Certificate/Registration Yes No --Select--Street Address, City & Zip of the Retail Location: * Gross Sales Amount Reported: Gross Safety Fee: Discount: Fire Safety Fee Due: (?) MI Sales Tax License #: Date Reported: Sales Month Reporting: Certificate Year: --Select----Select--Certificate # or Registration #: (?) Is this a permanent structure?: (?) Certificate/Registration Yes No --Select--Street Address, City & Zip of the Retail Location: * Gross Sales Amount Reported: Gross Safety Fee:



Fire Safety Fee Due: (?)

MI Sales Tax License #



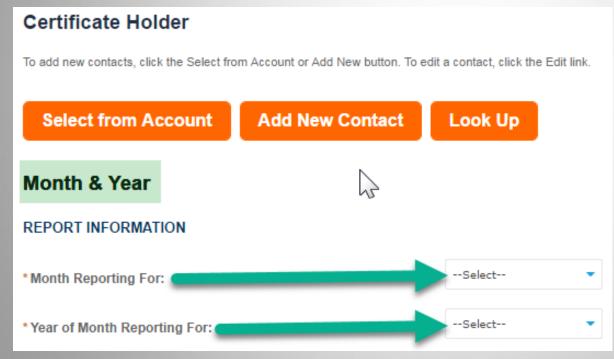
There are really going to be only 2 fields that you have to enter information into. The other fields will calculate amounts based on the Certificate number or registration number you enter and the amount of sales you report.

SALES REPORT INFORMATION			×
Date Reported:	Sales Month Reporting: Certificate Year:		
	Select ▼	Select ▼	
* Certificate # or Registration #: (?)	Is this a permanent structure?: ?	Certificate/Registration	Туре
	○ Yes ○ No	Select ▼	
Street Address, City & Zip of the Retail Location:	* Gross Sales Amount Reported:	Gross Safety Fee:	
Discount:	Fire Safety Fee Due: (?)	MI Sales Tax License #:	



SHARING FIRE MARSHALL

You may be able to enter a different Month and Year in the Sales Report window, once you submit the sales report the system will credit the report to the time period you entered on the first screen. That is unless it is a time period previously reported for the Certificates you are reporting.









- The date reported will also auto populate with the actual payment.
- Permanent structure discount will populate with the Certificate number entered.
- All calculations will be based on the sales amount you enter.

SALES REPORT INFORMATION			×
Date Reported:	Sales Month Reporting:	Certificate Year:	
	Select ▼	Select ▼	
* Certificate # or Registration #: (?)	Is this a permanent structure?: (?)	Certificate/Registration	туре
	Yes No	Select ▼	
Street Address, City & Zip of the Retail Location	* Gross Sales Amount Reported:	Gross Safety Fee:	
Discount:	Fire Safety Fee Due: (?)	MI Sales Tax License #:	





2017 Consumer and Low Impact Fireworks Sales Dates	2017 Sales Reports and Safety Fee Payment Due Dates:
January 1 - January 31, 2017	Tuesday, February 21, 2017
February 1 - February 28, 2017	Monday, March 20, 2017
March 1 - March 31, 2017	Thursday, April 20, 2017
April 1 - April 30, 2017	Monday, May 22, 2017
May 1 - May 31, 2017	Tuesday, June 20, 2017
June 1 - June 30, 2017	Thursday, July 20, 2017
July 1 - July 31, 2017	Monday, August, 21, 2017
August 1 - August 31, 2017	Wednesday, September 20, 2017
September 1 - September 30, 2017	Friday, October 20, 2017
October 1 - October 31, 2017	Monday, November 20, 2017
November 1 - November 30, 2017	Wednesday, December 20, 2017
December 1 - December 31, 2017	Monday, January 22, 2018
January 1 - January 31, 2018	Tuesday, February 20, 2018
February 1 - February 28, 2018	Wednesday, March 21, 2018
March 1 - March 31, 2018	Friday, April 20, 2018
April 1 - April 30, 2018	Tuesday, May 22, 2018

These are the due dates for each safety fee payment and sales report. If you do not adhere to these due dates, you will be held responsible for paying them in accordance with PA 256 of 2011.





- If you are paying by check please mail the completed form and your check/money order to the address shown below.
- Note that checks must be made payable to 'State of Michigan.

Make checks payable to: STATE OF MICHIGAN

Mail to: Michigan Department of Licensing and Regulatory Affairs

Bureau of Fire Services

PO Box 30642

525 W Allegan

Lansing, MI 48909





• If you have any questions, please email fireworks@michigan.gov or call 517-373-7441. Please be aware that during fireworks season, we receive many calls and therefore emailing is the most efficient means of communication. Our goal is to return phone calls within 24 hours.

